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MEETING MINUTES
STATE CONSUMER AND FAMILY ADVISORY COMMITTEE

May 10, 2007

Present: Carl Britton-Watkins, Beaufort Bailey, Wilda Brown, Terry Burgess, Zack Commander, Bill Cook, Kathy Daughtry, Carol DeBerry, Judy Dempsey, Libby Jones, Ron Kendrick, Marian Spencer, Andrea Stevens, David Taylor, Jr., Amelia Thorpe and Cynthia Vester.

Absent: Fred McClure, Dorothy O'Neal and Tisha O'Neal-Gamboa

Resigned: Pat Coleman.

DMH/DD/SAS Staff Present: Secretary Carmen Hooker Odom, Director Mike Moseley, Ann Remington, Cathy Kocian and Jesse Sowa.

Guests: Carolyn Anthony, Martha Brock, Judy Taylor and Jesse Willoughby.

Presenter & Topic	Discussion	Action
Welcome: Carl Britton-Watkins, SCFAC Chair	<ul style="list-style-type: none">• The meeting was called to order at 9:30 AM.	The agenda was approved with changes. The April 2007 minutes were approved.
Public Comment & Issues Session	<ul style="list-style-type: none">• SCFAC members discussed the possibility of extending the meeting time by thirty minutes in order for additional business to be conducted.• The committee voted to hold members to allotted time given and decided to instill better time management skills.• SCFAC members discussed the possibility of having the Secretary the meetings on a quarterly basis to receive SCFAC updates.	The Chair will "hold speakers to allotted time and they will be given a two minute wrap-up notice."
Absenteeism and Disposition Andrea Stevens and Carl Britton-Watkins	<ul style="list-style-type: none">• SCFAC members discussed the idea of developing a policy addressing absenteeism.• The committee voted to "address absenteeism and the recommendation of removal of members."• The committee created a subcommittee entitled the "<i>Bylaws Standing Sub-committee</i>" to review and recommend modifications to the By-Laws as needed.	The Chair appointed Wilda Brown, Ron Kendrick and Kathy Daughtry to the Bylaws Sub-committee. The committee will provide a report on absenteeism at the June SCFAC meeting. The Chair will contact Fred McClure prior to the June meeting.
Self-Governing Budget Kathy Daughtry	<ul style="list-style-type: none">• SCFAC members discussed the financial needs of the committee with regards to training, lodging and mileage. Mike Moseley stated that when SCFAC was established, there was no money appropriated to support the committee. Nevertheless, the Division has supported the	SCFAC members requested a copy of the current SCFAC expenses.

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	<p>SCFAC. The use of funds must be in line with state approved policies and requests must be reasonable and are granted contingent upon the availability of funds.</p> <ul style="list-style-type: none"> • Several members voiced their concern about having a budget because, as of today, all SCFAC funding requests have been granted. In the past, Chris Phillips has advised Carl Britton-Watkins that if money was needed for SCFAC business, the money would be provided. Mike Moseley mentioned that he and Chris Phillips have reviewed current expenses for the SCFAC and they will support the SCFAC as needed. <p>SCFAC members discussed the possibility a statewide CFAC conference. Mike Moseley mentioned the proposed House Bill which, if passed, would appropriate funding for CFAC training. Mike Moseley assured the committee that, should this funding become available and should the final bill provide the discretion to the Division to do so, the State CFAC would be involved in planning related to the training.</p>	<p>The current process for funding requests involves SCFAC members making a financial request to the SCFAC Chair, so that he can receive prior approval from Chris Phillips.</p>
<p>Annual Discussion with Secretary Carmen Hooker Odom, Mike Moseley, Director</p>	<ul style="list-style-type: none"> • Secretary Carmen Hooker Odom announced her resignation and the opportunity being offered to her to lead a broad health initiative in New York. • She acknowledged the wonderful work SCFAC members have done and the important role they play providing advice and input to the system. • Secretary Odom briefly discussed provider performance measures. She also noted that the State, through its contract with the LMEs, will be holding the LMEs to high performance standards. • The Secretary asked each SCFAC member to provide her with one thing they would like to see addressed over the next four months. SCFAC members provided the following information: <ul style="list-style-type: none"> ○ There is a need for system unity. ○ There is a need for detox beds, especially for youth. ○ There is a need for 23 hour beds. ○ We need sustainable cultural foundations for the mh/dd/sa system, with a focus on public awareness and coalition-building activities. ○ Increased educational efforts are needed to inform the general public about system needs and issues. ○ Need more focus on addressing and funding unique needs of rural areas. 	

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- The availability of training in each disability area needs to be addressed in order to strengthen staff knowledge and skills.
- Need to increase performance level for provider operations and associated governance.
- Establish workforce development efforts at the state and local levels.
- Promote Recovery Model application and implementation throughout the complete system.
- Embrace consumers at all levels.
- Rewrite the Supported Employment component of the CAP/MRDD waiver.
- Reappoint selected members to the State CFAC.
- Increase funding for families to become trainers through the System of Care Initiative.
- Target attention to persons with dual diagnosis.
- Increase the number of peer support centers in the state.
- Strengthen consumer access and advocacy through increasing funding.
- Improve relations with Local Management Entities.
- Assist to strengthen provider networks.
- Review and monitor components of Gap Analysis Report.
- Relieve counties of Medicaid burden.
- Improve partnership among local management entities, providers and other local stakeholders.
- Develop and release public service announcements and related communications on information internal and external to the MH/DD/SAS system.
- Cynthia Vester relayed information she received regarding credentialing of providers. She observed that there seems to be a lack of collaboration between agencies and that communication needs to be improved. Cynthia also reported on the Therapeutic Crisis Intervention (TCI) curriculum review committee of which she is a member.
- The Community Support Service (CSS) rate is \$51.28 per hour. SCFAC members expressed concerns about the possible abuse of this service. Mike Moseley stated that it will take a multi-faceted approach to deal with the present issues and will require working with service providers to ensure accountability. The Division will be reviewing the

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	<p>rate, issues related to the authorization process, the endorsement process and training.</p> <ul style="list-style-type: none"> • Provider training issues were discussed. It was noted that there are not enough qualified trainers to fulfill the mandated 20 hours of training that providers must receive in order to provide this service • Mr. Moseley mentioned the need to redefine “provider agency.” Community Support Service was never intended to impede the progression of consumers to less or more intensive levels of care based on their individual needs. One of the problems identified with the way the service is currently being provided is that providers seem to be holding onto consumers longer than necessary or being reluctant to transition consumers to more appropriate levels of care. If medical necessity warrants continued provision of Community Support Service, then the service will be provided. • Another identified problem is that some providers are using staff with questionable qualifications. Competency requirements were briefly reviewed: <ul style="list-style-type: none"> • Qualified Professionals must have a Master’s Degree and one year of experience or a Bachelor’s Degree and two years experience or be appropriately licensed with qualifying number of years experience. • Associate Professionals must have at least a Bachelors degree and a specified number of years experience. • A Paraprofessional must have a high school diploma or a GED. 	
<p>Local CFAC to SCFAC Communication Report Kathy Daughtry, David Taylor, Jr., and Marian Spencer</p>	<ul style="list-style-type: none"> • According to the sub-committee members, the following five CFAC groups have not returned their reports: <ol style="list-style-type: none"> 1. Smoky Mountain Center, 2. New River Behavioral Healthcare, 3. Five County, 4. Orange-Person-Chatham MH/DD/SA Authority and 5. Wake County Human Services. • SCFAC members identified their top three priorities from each disability category, their top three emerging concerns and three recommendations. The requests from local CFACs for technical assistance will be broken down into three categories: <ol style="list-style-type: none"> 1. SCFAC assistance, 2. LME issue or 	<p>The final report will be sent to the LOC, Secretary of DHHS, Division Leadership and local CFAC groups.</p> <p>Ann Remington will provide the SCFAC members with input on each one of the items listed under technical assistance by May 18, 2007.</p>

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	3. Division assistance.	
Public Comment & Issues Session	<ul style="list-style-type: none"> • Bill Cook relayed information regarding the implementation of Crisis Intervention Team (CIT) Training in Buncombe County. To facilitate this training, a Memorandum of Agreement (MOA) was signed between the Buncombe County Sheriff's Department, the Asheville City Police Department, Asheville-Buncombe Technical Community College, Western Highlands Network, Mission Hospitals, National Alliance on Mental Illness (Western Carolina Affiliate), City of Asheville and Buncombe County. • Andrea Stevens announced that Terry Burgess, SCFAC Member, will be receiving the CFAC Leadership Award from the NC Council of Community Programs at their Spring Forum Conference. • David Taylor, Jr., distributed a handout on the upcoming Southeastern Disability Culture Festival scheduled for June 2, 2007, from 12:30 P.M.- 9:30 P.M. The festivities will be held at UNC Asheville, Highsmith University Union, One University Heights, Asheville, NC 28804-8501. For more information please email Cindy and Ryan at ncyouthleadershipnetwork@gmail.com or 919-357-0743. • Cynthia Vester distributed a handout about the May 15, 2007 Coalition 2001 Rally Day being held in Raleigh from 8:00 A.M. – 1:00 P.M. Lunch will be served from 11:30 A.M.-1:00 P.M. on the lawn by the Legislative Office Building. • Terry Burgess provided information on the Eastern Regional CFAC which will be held on Thursday, May 17, 2007 from 10:00 A.M.-3:00 P.M. at Craven Community College. • Andrea Stevens requested that the SCFAC budget discussion be revisited at the July meeting in order for SCFAC members to be able to project and anticipate future expenses. • Ann Remington referenced the SCFAC Appointing Authorities handout that each SCFAC member received in their information packets. All members who are interested were advised to submit a letter to their appointing authorities letting them know their wishes to serve another term. • Judy Taylor provided a brief overview on Micro-enterprises for People with Disabilities and the other selected projects chosen to receive assistance from the NC Council of Community Programs which has awarded technical assistance to a few consumer-run businesses. 	<p>Zack Commander will attend the Eastern Regional CFAC meeting as the SCFAC representative.</p> <p>Chris Phillips will communicate to the SCFAC Appointing Authorities that the current members who are up for reappointment are all interested in serving another term.</p> <p>Cathy Kocian will provide SCFAC members with an electronic copy of the brochure and 2007 project information.</p>

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External Advisory Team Report Judy Dempsey	<ul style="list-style-type: none"> • The External Advisory Team met in April to review the draft State Strategic Plan 2007-2010. All SCFAC members received a hard copy of the plan and agreed that the committee needs to provide input and comments that reflect the conscience of the State CFAC as a whole. SCFAC members who wish to submit their individual comments may do so no later than Friday, May 25, 2007 to Rebecca Carina, Planning Team Leader, by e-mail at Rebecca.Carina@ncmail.net or by mail at 3003 Mail Service Center, Raleigh, North Carolina 27699-3003. • SCFAC members reviewed the first twenty pages of the draft State Strategic Plan 2007-2010 and provided feedback for the External Advisory Team. • The draft plan is also posted on the web for the 30-day public comment period at www.ncdhhs.gov/mhddsas. The final strategic plan will be published by July 1, 2007. 	<p>Cathy Kocian will email SCFAC members the direct link for public comments.</p> <p>SCFAC members will complete the review of the draft State Strategic Plan and email comments/feedback to Judy Dempsey (cc Cathy Kocian) by May 23, 2007.</p>
Next Meeting Date	<p>The next meeting is scheduled for June 14, 2007, from 9:30 A.M.–3:00 P.M. Meetings are held at the Holiday Inn North, 2805 Highwoods Blvd., Raleigh.</p>	
April 2007 Meeting Agenda	<p>Approval of the Agenda. Approval of the May 2007 minutes. Discussion with Division Leadership. Public Comment & Issues Session. SCFAC/Local CFAC Communication Template Sub-Committee. Bylaws Sub-committee Report. External Advisory Committee Update. Executive Leadership Team Update.</p>	
Future Discussion	<p>Provider Performance Measures. Bob Kurtz, Presentation on the Crisis Intervention Team (CIT) projects. Budget Discussion to be held in the July meeting.</p>	